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10_8_13 Minutes

Park and Recreation Commission
Minutes
Tuesday, October 8, 2013 @ 7:00 PM
Approved

The Park and Recreation Commission came to order at 7:00 PM on the first floor of the Arlington Senior Center on Tuesday, September 24, 2013.

Members in attendance included: Leslie Mayer, Shirley Canniff, Don Vitters, Jen Rothenberg, Peter Hedlund and Elena Bartholomew. Also in attendance was Director of Recreation Joseph Connelly. Jim Robillard was not in attendance.

Members from the public: There were no members from the public.

New Associate Commission Member Introductions

Mr. Connelly introduced the new associate commission members Mr. Peter Hedlund and Ms. Elena Bartholomew. Each commission member introduced themselves to new Associate Members Mr. Hedlund and Ms. Bartholomew and talked briefly about their background and how long they have been on the Commission.

Approval of Minutes

Mr. Vitters motioned to approve the minutes of September 24, 2013, seconded by Ms. Rothenberg and approved 4-0.

Open Forum – Public Comments

No public comments.

Review of Revised Gift Policy

Mr. Connelly put together a draft of the Gifts for Parks Donation Policy for the Commission to review and vote on at a future meeting. Mr. Connelly added in a paragraph on Tree Donations. The Arlington Tree Committee must be contacted and their donation must go through the “Trees Please Fund”. If the tree is purchased through this fund and they would like the tree planted on park/recreation property, a written request should be made stating the type of tree, location and a letter of support from the Arlington Tree Committee and the Arlington Tree Warden.

Menotomy Rocks Park Electric Service Repair

Mr. Mike Rademacher received an estimate of \$10,000 to repair the electrical service to the park which operates the aerator and

irrigation system. The most economic way to go about this is to bring in a new service line to the park and add an additional three utility poles. The Commission will need to know where these poles will be located. More information will follow at a future meeting.

Banner Policy Discussion

Mr. Connelly explained the background of banners to the new associate commission members. He shared a draft of the Banner Policy approved and voted on at the Board of Selectman Meeting held on July 22, 2013.

A banner policy needs to be created. Mr. Connelly will look at the zoning bylaws. The main points should include size, location and sponsoring agency.

Capital Improvement Project Update

Florence Avenue Playground – The rubberized surface installation has been delayed due to weather and a backorder of the blue material. The rubber should be installed this coming week. Benches were backordered and should be delivered on October 18th. New England Sealcoat will come in the Spring to do the hopscotch area. More sand will be added to the sandbox. There was an issue with the track cable for the zipline. JNJ Sacca has a welder who will correct the issue.

CBA is starting the design review for the standardized signage. They will put something together for the Commission to review.

North Union and Hibbert – Weston and Sampson was awarded the project. Mr. Connelly and Mr. McGrath met with representatives from Weston and Sampson. They were personable and receptive. How to best approach public hearing policy was discussed. Mr. Connelly will post signs up in the parks requesting neighborhood input at the public input meetings on October 19, 2013 at Hibbert and October 24, 2013 at Thompson.

ADA Study – The Request for Proposal for the ADA study went out to bid. This study will look at all Park and Recreation Commission properties. Proposals are due on or before October 8, 2013.

Capital Requests – Mr. Connelly met with Capital and discussed projects for next year (Spy Pond Tennis Courts and ADA improvements). The meeting went very well. They were very supportive. They were impressed with the level of detail with the ADA study. They were supportive of the Reservoir Maintenance Fund.

Special Requests

Spooky Walk on October 26, 2013 – A request was received from the Friends of Menotomy Rocks Park for the Spooky Walk on October 26, 2013 from 3:00 PM to 9:00 PM. The Commission agreed that there will be no vehicles allowed in park. No open flames unless a permit is obtained from the Fire Department. There will need to be a police detail. Mr. Connelly will discuss with the Friends.

Ms. Caniff motioned to approve based on the above requirements, Ms. Rothenberg seconded, all in favor 4-0.

Off Leash Dog Review – The OLRA will be closed for repair on Wednesday, October 9, 2013.

Mr. Connelly received a complaint about an incident that happened at Menotomy Rocks Park. Mr. Connelly reached out to Amanda Kennedy the Animal Patrol Officer and she followed up on the complaint.

A second warning was issued to the owner of Joy for being unlicensed.

Ms. Kennedy will be in attendance at the next Park and Recreation Meeting.

Rink and Recreation Update – A “program of the week” will be highlighted each week. Information will be distributed to the schools to be included in their newsletters.

Other

Ms. Mayer handed out a copy of the Vision 2020 Survey on Open Space Planning for the Commission to review. This survey will

go out in January and responses are due back the beginning of April. The Open Space Committee is looking for recommendations and input from various commissions to include in the Survey.

Ms. Canniff motioned to adjourn, seconded by Mr. Vitters and approved 4-0. The meeting was adjourned at 9:10 PM.

Respectfully Submitted:
Joseph Connelly, Director of Recreation